

## **REVISED CAPITAL-FUNDED MINOR CONSTRUCTION MIPR INSTRUCTIONS**

Capital-Funded Minor Construction MIPRs are identifiable by series '5000', e.g., DESC-MC-00-5000. ACCTG STA DODAAD in block 14 should read S33181.

**ACCEPTANCE:** The attached DD Form 448-2 must be completed and returned to this office within 30 days after the date in Block 17 of the MIPR. If we do not receive the Acceptance within the requested 30 days, a letter will be sent to you as a reminder. **If we have not received the Acceptance within 60 days – WE WILL WITHDRAW THE FUNDING.** Acceptance must include: method of acceptance (Category I or II) in Block 6, Point of Contact, Phone and FAX number. Please FAX the Acceptance to DESC-RBB at 703-767-9441, DSN 427.

**Reimbursable Funding (Category I):** Submit SF 1080 or equivalent billings, with supporting documents, to the address below. Ensure that the MIPR number, contract line item numbers (shown in Block 14), total funds authorized, total cost accrued to date, cumulative bills to date, service period, and current amount due are reflected on each SF 1080 billing. This is required information, billings not reflecting this information **will be returned** for corrections. Mark the last invoice with "Final Bill" so actions can be taken to close out that year's funds.

DFAS-CO-AIFES  
P. O. Box 182317  
Columbus, OH 43218-6250

**Direct Citation Funding (Category II):** You must provide the **page** of the contract/modification that contains the Contract Number, Obligated Dollar Amount, MIPR Number and the Accounting Citation in Block 14 of the MIPR to DESC-RBB, fax (703) 767-9441, or DSN 427, **and** to the address below. All invoices must go through your U.S. Government Representative (authorized certifying official) for certification prior to submitting to DFAS. MIPR number and contract line item number (shown in Block 14) must be reflected on subsequent disbursement vouchers.

**NOTE:** If the awarded contract has both Minor Construction (5CFC) and Maintenance & Repair (5CF0) money cited, the billing address on the contract should be the address that corresponds with the largest funding. Billing addresses below:

**5CFC** DFAS-CO-BVD  
P.O. Box 369016  
Columbus, OH 43236-9016  
FAX: (614) 693-2248, DSN 869

**5CF0** DFAS-CO-BVDFB/CC  
P.O. Box 182317  
Columbus, OH 43218-6250  
FAX: (614) 693-2473, DSN 869

Questions may be directed to Teresa Wiley, DESC-RBB  
(703) 767-9467 or DSN 427-9467

Revised 1/6/04 capitalmiprinst.doc